

ACTIONS FROM THE AUGUST 20, 2012 PROCUREMENT ACTIONS REVIEW AND APPROVAL COMMITTEE MEETING

Committee Members: Gus Pego (Present), Harold Desdunes (Present), Debora Rivera (Present), Alicia Trujillo (Present)

Meeting Date	Item	Proposed Action	Committee's Decision	Comments	Project Manager
8/20/2012	13600	Final Selection	Approved	Consultant Selections Committee. Maintenance Engineering and Inspection (MEI) maintenance/permits inspections. The Technical Review Committee (TRC) ranked the four shortlisted firms by interviews. Debora Rivera recused herself from this item; Mark Croft substituted for her on the committee. The committee selected A & P Consulting Transportation Engineers.	Martha Trujillo
8/20/2012	13609	Final Selection	Approved	Consultant Selections Committee. State Road (S.R.) 836/I-395 interim from NE 1 Avenue to S.R. A1A/MacArthur Causeway, construction engineering and inspection (CEI). The TRC ranked the three shortlisted firms by interviews. The committee selected EAC Consulting, Inc. Factors mentioned for this selection included the experience and qualifications of EAC's team and their A+ grade for use of Disadvantaged Business Enterprise (DBE) subconsultants.	Andres Berisiartu
8/20/2012	13612 / 13613	Final Selection	Approved	Consultant Selections Committee. S.R. 969/NW 72 Avenue from NW 25 Street to S.R. 934/NW 74 Street and S.R. 969/NW 72 Avenue at S.R. 934/NW 74 Street; S.R. 916/NW/NE 135 Street from NW 6 Avenue to S.R. 5/U.S. 1/Biscayne Boulevard. Two contracts will be awarded from this advertisement. The TRC ranked the five shortlisted firms by proposals. The committee selected Hardesty & Hanover, LLC and BMA Consulting Engineering, Inc. (formerly EPTISA Engineering, Inc.).	Ali Toghiani

8/20/2012	13626	Shortlist Selection	Approved	<p>Consultant Selections Committee. Districtwide technical support consultant utility design services (design of utility Joint Participation Agreement (JPA) plans). When utility work must be done with one of the district's projects, the utility can ask the district to prepare the design. This is done under a different project number than the one for the district's project. After bids are obtained for constructing the utility work, it can be let and built together with the district's project, or the utility can reject the bids and handle the construction itself. District Six (D6) used to use a subcontractor of the prime contractor for design to design the utility work, but the results were 'erratic.' Utility design work requires expertise. Poorly prepared utility plans could delay D6's projects. About a year ago D6 awarded another contract for utility design services. The district received three letters of response from this advertisement. The TRC will rank the shortlisted firms by interviews. The committee shortlisted all three firms: ADA Engineering, Inc.; Corzo Castella Carballo Thompson Salman, P.A. (C3TS) and EAC Consulting, Inc. Also the committee directed the project manager to ask the Miami-Dade Water and Sewer Department (D6's most common utility partner on projects) if they would supply someone to join the TRC for this selection.</p>	Tony Soto
8/20/2012	Consultant Selections Committee Procedures			<p>The consultant selection process requires the Technical Review Committee to hold two 'page turner' meetings so all the committee members understand the scope and the method of selection (for example, the desired answers to interview questions). The TRC must evaluate the consultants and their responses by the particular project's scope of services, without taking into account whether any particular consultant has or had a contract with the department for that work.</p>	

8/20/2012	ITB-DOT-12/13-6126DS	Final Selection	Approved	Procurement Awards Committee. Districtwide janitorial services for District Six. There were 22 responses to this Invitation to Bid (ITB), of which seventeen were found responsive, four non-responsive and one irregular. Reasons why bids were found non-responsive included the firm not meeting the requirement to have been in business for at least three years and not submitting the required notarized forms with the sealed bid package. The irregular bid 'escalated' its prices (increased them over the term of the contract), which was not permitted. The lowest responsive bid was about 50% of the price offered by Respect, far more than the 20% savings over Respect's prices required for the district to be allowed to select a firm other than Respect. The contractor's bid was \$588,216. The contract has a term of 36 months (three years). The committee awarded the contract to the lowest responsive bidder (Honor Cleaning, LLC) at the bid amount until the awarded contractor acquires a performance bond.	Ruel Umbay
8/20/2012	RFP-DOT-12/13-6129DS	Final Selection	Approved	Procurement Awards Committee. S.R. 5/U.S. 1 South wildlife crossing study. There were seven responses to this Request for Proposals (RFP). The project manager indicated that the scope is clear and straightforward and specified three positions with particular job descriptions. Some responses proposed additional positions; two firms gave ranges for their hourly rates instead of one rate. The TRC rated the firms by their technical proposals (with a maximum possible score of 100 points). Each firm also submitted a bid price proposal (BPP). The lowest BPP received ten price proposal points. The other BPPs received proportionally fewer price points based on how much more than the lowest BPP they were. The total adjusted score for each firm was determined by adding the price proposal points to the technical proposal score. The contractor's BPP was \$350.14. The contractor confirmed the prices in writing. The contract has a term of 36 months (three years). The committee awarded the contract to the bidder with the highest total adjusted score (Scheda Ecological Associates, Inc.) at the bid amount until the awarded contractor acquires a performance bond.	Barbara Culhane

8/20/2012	Bids			Sometimes bidders put very low prices for some items in a bid (and high prices for others) as a strategy to submit the lowest overall bid. Bids are considered 'unbalanced' if the price combination would work against the interests of the State of Florida. (For example, if the low prices are for items which are not used often while the high prices are for items which are used often.) Once a contract has been awarded, the contract manager should use the items on the contract as they are needed without taking into consideration whether s/he thinks those items are priced atypically.	
8/20/2012	BDQ19 Old Business	Amendment	Approved	Amendment 8. Districtwide mitigation maintenance and monitoring services for mitigation sites required by environmental permits. Corzo Castella Carballo Thompson Salman, P.A. (C3TS). Original contract amount \$100,000; current amount \$2,079,000; 92% of contract committed; requested increase in budgetary ceiling \$200,000. Two year contract (with one year renewal option), executed on May 18, 2010, and due to expire on May 17, 2013. The consultant continues to be qualified and performs in a superior manner. This is a consultant contract but it was used to do 'construction' work on a mitigation site. When this item came to the committee on August 6, Alicia Trujillo expressed concern. On August 20 Michelle Guidry reported that Alicia no longer had a concern about this contract.	John Palenchar
8/20/2012	New Contract Actions			None	
8/20/2012	C8O68	Time Extension	Approved	Time Extension 19. Districtwide minor design consultant for Internal Design. Metric Engineering, Inc. Original contract amount \$200,000.00; current amount \$846,782.61; 56.45% of contract committed; no additional funds requested. (Funds are added to this contract from the location specific projects for which the contract is used to do design.) Five year contract, executed on September 26, 2007, and due to expire on September 25, 2012. A seventeen month time extension, to February 1, 2014, is requested to cover the estimated construction duration for project number 419859-1 (resurfacing of S.R. 5/U.S. 1/Overseas Highway from mile marker (MM) 99.6/Atlantic Boulevard to MM 103.2/Hialeah Lane), which currently is under design.	Chris Tavella

8/20/2012	C8O93	Time Extension	Approved	Time Extension 9. Districtwide aerial photography. Woolpert, Inc. Original contract amount \$300,000; current amount \$1,130,851; 91% of contract committed; no additional funds requested. Five year contract, executed on October 31, 2007, and due to expire on October 31, 2012. A seven month time extension, to May 31, 2013, is requested to complete existing task work orders and any new task work orders executed prior to the completion of the five year limit. The committee approved this time extension in concept while giving the contract manager the option to increase the time of the extension to eight or nine months, whichever is most reasonable to ensure enough time to complete the work.	Scott Perkins
8/20/2012	BDQ61	Amendment	Approved	Amendment 2. Districtwide public information services for miscellaneous construction projects. Cunningham Group, Inc. Original contract amount \$590,000; current amount \$1,040,000; 90% of contract committed; requested amount \$50,000. Three year contract, executed on June 17, 2010, and due to expire on June 22, 2013. The amendment will raise the budgetary ceiling and add funds to continue public information services for miscellaneous construction projects in Miami-Dade County and maintenance of a website. Previously this contract 'scaled back' but now it needs the funds for the existing staff.	Kathy Yeomans
8/20/2012	MIC Business/Update			None	
8/20/2012	Joint Participation Agreements			None	
8/20/2012	Locally Funded Agreements			None	
8/20/2012	CIGP			None	
8/20/2012	Construction Supplemental			None	

8/20/2012	Wetland Mitigation Area at the eastern end of Lower Matecumbe Key on the south (ocean) side of S.R. 5/U.S. 1/Overseas Highway at approximately MM 77.5		Approved	Wetland mitigation/restoration project number 430391-1 would restore, maintain and monitor (for about five years) 6.56 acres of department-owned land. The restoration includes removing exotic vegetation and replanting with native plants. The district will record a conservation easement for this land so it will be in conservation for perpetuity. This project reportedly could yield 1.33 state and 1.46 federal mitigation credits which can be used to compensate for unavoidable impacts to coastal wetlands from the department's projects in the Florida Keys (such as project number 425600-4, resurfacing with 10' northbound shoulder widening on Overseas Highway from north of Dolphin Avenue/MM 54.5 to south of Kyle Avenue/MM 57.40, on Grassy Key, which reportedly will require 0.30 credits). Eventually this wetland mitigation area, which is habitat for endangered wildlife and has high ecological value, will be transferred to the Florida Parks Department for conservation; this will eliminate the long-term costs to the district for maintaining this parcel. The mitigation project has \$350,000 of Environmental Mitigation funds from Central Office, which should cover the initial restoration and about two years of maintenance and monitoring. The parcel was acquired with highway beautification funds from the Federal Highway Administration (FHWA), but the committee doesn't think the FHWA would have an issue with the transfer. John Palenchar will review this parcel with property	John Palenchar
8/20/2012	Meeting Time			The meeting began at approximately 11:10 AM and ended at approximately 12:25 PM.	